

**Tennessee Department of Environment & Conservation
Division of Solid Waste Management**

**SOLID WASTE PERMIT by RULE
NOTIFICATION PACKAGE**

This document contains three different applications that must be submitted to the TN Department of Environment & Conservation when an applicant pursues a Solid Waste Permit by Rule for a Solid Waste Processing Facility:

- 1. A State of Tennessee Map identifying the areas each Solid Waste Field Office covers, the Filed Office manager and the SWM Field Office address and telephone number;**
- 2. The Solid Waste Permit by Rule Notification form and accompanying instructions;**
- 3. The Solid Waste Permit by Rule Financial Assurance Worksheet; and**
- 4. The Solid Waste management Permit by Rule Filing Fee Form and accompanying instructions.**

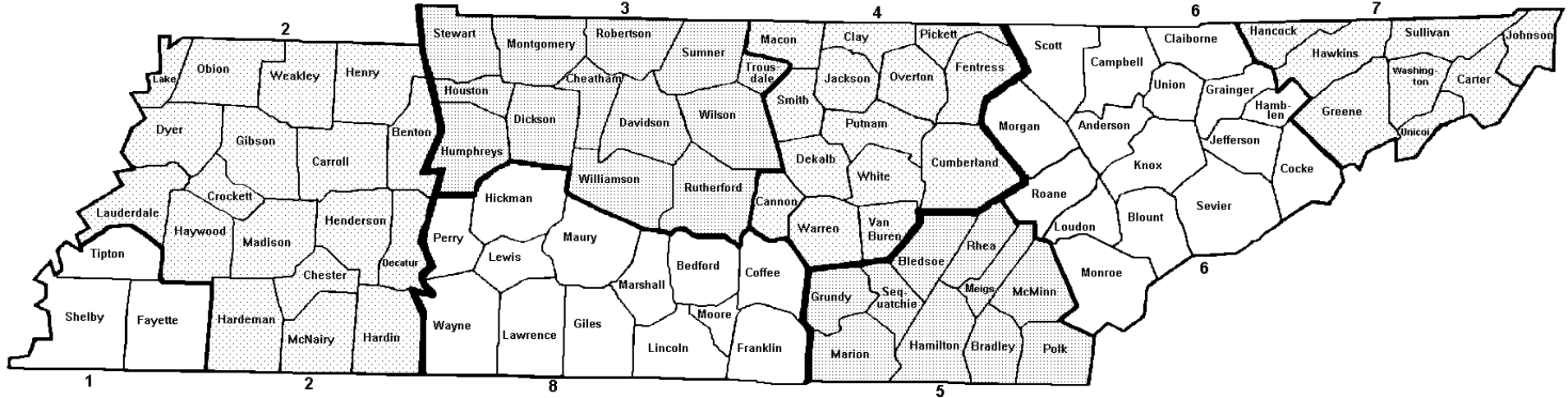
Please note; the Solid Waste Permit by Rule Notification Form and the Financial Assurance Form should be submitted to the local Solid Waste Field Office for review. There is a map following this page which provides the contact persons and mailing addresses for each Solid Waste Field Office.

The Solid Waste Permit by Rule Fee form should be submitted to the Division of Fiscal Services at:

TN Department of Environment & Conservation
Division of Fiscal Services
Fee Collection Section – SWM
7th Floor L&C Annex
401 Church Street
Nashville, TN 37243

Should you have any questions concerning the Solid Waste Permit by Rule Notification please contact the Solid Waste Field Office in your area as indicated on the attached map.

Tennessee Department of Environment and Conservation Solid Waste Management Contacts



CENTRAL OFFICE

Division of Solid Waste Management
401 Church Street, 5th Floor, L & C Tower
Nashville, TN 37243-1535
Phone: 615-532-0780
Fax: 615-532-0886

ENVIRONMENTAL ASSISTANCE CENTERS:

- 1. Phil Davis**
Division of Solid Waste Management
2510 Mt. Moriah, Suite E 645
Perimeter Park
Memphis, TN 38115-1520
Phone: 901-368-7939
Fax: 901-368-7979
- 2. James Warren**
Division of Solid Waste Management
362 Carriage House Drive
Jackson, TN 38305-2222
Phone: 731-512-1300
Fax: 731-661-6283

- 3. Al Majors**
Division of Solid Waste Management
Nashville Field Office
711 R. S Gass Blvd.
Nashville, TN 37243
Phone: 615-687-7000
Fax: 615-687-7078

- 4. Barry Atnip**
Division of Solid Waste Management
1221 South Willow Ave.
Cookeville, TN 38501
Phone: 931-432-4015
Fax: 931-432-6952

- 5. Guy Moose**
Division of Solid Waste Management
Chattanooga State Office Building
Suite 550
540 McCallie Avenue
Chattanooga, TN 37402
Phone: 423-634-5745
Fax: 423-634-6389

- 6. Larry Cook**
Division of Solid Waste Management
2700 Middlebrook Pike, Suite 220
Knoxville, TN 37921-5602
Phone: 865-594-6035
Fax: 865-594-6105

- 7. Fred Willingham**
Division of Solid Waste Management
2305 Silverdale Road
Johnson City, TN 37601-2162
Phone: 423-854-5400
Fax: 423-854-5401

- 8. Dennis Lampley**
Division of Solid Waste Management
2484 Park Plus Drive
Columbia, TN 38401
Phone: 931-380-3371
Fax: 931-380-3397

Revision: January 2004

Tennessee Department of Environment and Conservation
Division of Solid Waste Management

12. Date _____

Signature of Landowner

INSTRUCTIONS FOR SOLID WASTE PERMIT BY RULE NOTIFICATION

Complete this form for each facility that is processing and/or disposing of solid waste in Tennessee. If multiple facilities exist or are planned, describe each facility and its wastes on a separate form. **Submit completed documents to the respective field office in your area.**

Each existing facility must submit this form along with the required information [1200-1-7-.02(1)(c)2.] within ninety (90) days after the effective date of this rulemaking. Facilities beginning operation after the effective date of this rulemaking must submit this form along with the required information [1200-1-7-.02(1)(c)2] at least thirty (30) days before beginning operation.

- Line 1 a. **Facility's full, legal name** – Give the applicant's full, legal name for this site to distinguish it from any other site the applicant or organization may own or operate in Tennessee. **Identification Number** - leave blank for Division usage.
- b. **Mailing address** – Give a complete mailing address for applicant or organization.
- Line 2 a. **Physical location or address of facility** – Give information which will aid the Division in going to the site/facility. Do not give a Post Office Box Number.
- b. Supply the **latitude** and **longitude** of the site with the precision of degrees, minutes and seconds. Latitude and longitude may be found by using a U. S. Geological Survey quadrangle map.
- Line 3 **Responsible official's name** – Give the name and phone number of the person who the Division may contact for further information about the contents of this form.
- Line 4 **Manager's or Operator's name** – Give the name and phone number of the manager or person who is responsible for the direction of activities at the site/facility.
- Line 5 a. **Landowner's name** – Give the person(s) or organization name(s) and phone number(s) of the immediate owner(s) of the property [attached letter from landowner(s) as required by Rule 1200-1-7-.02(2)(d)1.(iv)].
- b. **Mailing address** – Give a complete mailing address for landowner.
- Line 6 a. **Zoning authority's name** – Give the name and phone number of the zoning authority plus the current zoning status of the property.
- b. **Mailing address** – Give a complete mailing address for the zoning authority.
- Line 7 a. **Type(s) of activity** – Check the appropriate type(s) of activity.
- b. **Description of activities** – Unless this is a landfill, enter a brief narrative description of how the solid waste will be handled and processed from the time it enters the facility until it leaves the facility.
- Line 8 **Type(s) of waste handled or processed** – Check the type(s) of waste to be handled at the facility. If the waste type is not listed, check "other" and briefly describe the source or characteristics of the solid waste.
- Line 9 **Amount of waste handled/processed/stored** – Provide an estimate of the daily weight in tons/day and/or volume in cubic yards/day that will be handled at the facility. Indicate the maximum amount of waste that can be stored in cubic yards.
- Line 10 **Certification** – After all documents have been compiled for submission to the Division, the manager or owner responsible for the site must sign, date and give title. This signature must be notarized.

Solid Waste Management **FINANCIAL ASSURANCE WORKSHEET**

Fill out the "Processing Facility Financial Assurance Worksheet". This will be used to determine what amount of financial assurance, if any, you will be required to post for this Solid Waste Management Permit by Rule Facility.

Financial assurance is not required on all permit-by-rule facilities. Please refer to the permit-by-rule conditions specified at rule 1200-1-7-.02(1)(c) for specific facilities. There are also site-specific financial assurance conditions as prescribed by the Commissioner.

Please submit the Financial Assurance Worksheet with the notification package to the proper EAC Solid Waste Field Office.

Facility Name _____

Permit No SWP _____

(For SWM office use only.)

**SOLID WASTE PROCESSING FACILITY
FINANCIAL ASSURANCE WORKSHEET**

-
1. The maximum storage capacity for solid waste in cubic yards:
Attach a sketch and/or calculation to support this number.

_____ yd³

2. The cost of transporting to a disposal site (The cost per yd³ times the amount shown above.):

\$ _____

3. The cost (tipping fee, surcharges, etc.) to dispose of this volume of waste:

\$ _____

4. Contingency fee of 5%

\$ _____

5. Items 2+3+4= Total cost.

\$ _____

6. Adjustment for future inflation (5% for 3 years)
(For SWM office use only)

\$ _____

Total Amount Due

\$ _____

Signed _____

To the best of my knowledge, the above
information is correct and complete.

Solid Waste Management Application and Filing Fee Form

Please complete the Solid Waste Management Application and Filing Fee Form used to submit fees for Permit by Rule facilities. Attach the \$1,000 application fee payable to:

Treasurer, State of Tennessee

Please note the name of your facility on the payment instrument. The form and fee should be mailed to the Division of Fiscal Services at:

State of Tennessee
Department of Environment and Conservation
Division of Fiscal Services
Fee Section – SWM
401 Church Street
7th Floor Annex
Nashville, TN 37243.

(See Next Page for Form and Instructions)



**SOLID WASTE APPLICATION FILING/PROCESSING FEE
DIVISION OF SOLID WASTE MANAGEMENT
TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION**

1. Name, Mailing Address, Zip Code:	2. I.D. Number:
	3. Date Application Filed:
	4. Owner Name:
5. Physical Location:	6. Phone Number: ()
	7. Type Facility and Fee Due: <div style="margin-left: 20px;"><input type="checkbox"/> Disposal Facility <div style="margin-left: 20px;"><input type="checkbox"/> Class I <div style="margin-left: 20px;"><input type="checkbox"/> Hydrogeology.....\$ 4,000 <input type="checkbox"/> Construction Plan Review 6,000</div><input type="checkbox"/> Class II <div style="margin-left: 20px;"><input type="checkbox"/> Hydrogeology 4,000 <input type="checkbox"/> Construction Plan Review 6,000</div><input type="checkbox"/> Class III 3,000 <input type="checkbox"/> Class IV 3,000 <input type="checkbox"/> Processing Facility 1,000 <input type="checkbox"/> Major Modification 2,000</div></div>

INSTRUCTIONS FOR APPLICATION FILING/PROCESSING FEE

1. Enter company name, mailing address, and zip code.
2. Leave this space blank. The department will assign an I.D. number and inform you of the number.
3. Enter the date you are filing the application in this block.
4. Enter the name of the owner of the proposed facility in this block.
5. Enter the physical location of the proposed facility (not a post office box or mailing address) in this space.
6. Enter the company telephone number, complete with area code.
7. Mark the appropriate checkbox to indicate if the application is for a disposal facility, processing facility, or a major modification to an existing facility. If the application is for a disposal operation, also mark the appropriate checkbox to indicate the classification of the facility being proposed. For class I and class II facilities, indicate whether the payment is being made for the hydrogeologic report (\$4000.00) or the construction plan review (\$6,000.00).
8. If this facility is a landfill (any class), enter the total acres in the site, whether or not the entire site will be a part of the operational area.
9. Enter the amount of the fee you are enclosing. The correct amount can be determined by referring to item (7) of the form. To the right of the facility type is the amount of the fee due for that type of application (example: a class III disposal facility has a \$3,000.00 fee).
10. Enter the total area in the actual operational area of the landfill here.
11. If application is for a processing facility, enter the type and size (example: incinerator--25 ton/day capacity).
12. Sign and date the certification. Signature must be that of the owner or an authorized officer of the company.
13. DO NOT WRITE IN THIS SPACE - For field office use only.

Please make check payable to State of Tennessee, Division of Solid Waste Management.

Mail check and both copies of the completed form to: State of Tennessee, Department of Environment and Conservation, Division of Fiscal Services – Fee Section – SWM, 401 Church Street, 7th Floor Annex, Nashville, TN 37243.

"TIMELY ACTION" TIMING STARTS WITH THE RECEIPT OF YOUR CHECK AND THE COMPLETED FORM IN THE CENTRAL OFFICE AND THE RECEIPT OF ALL NECESSARY MATERIALS FOR THE REVIEW IN THE FIELD OFFICE.